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**Executive Director**  
Sandra Fitzpatrick

## **GENERAL MEETING MINUTES**

**December 6-7, 2007**

**Hilton Hotel**

**Long Beach, CA**

**THURSDAY, DECEMBER 6, 2007**

### **I. Call to Order and Pledge of Allegiance**

Commissioner Esquivel called the meeting to order at 10:51 a.m. Commissioner Davis led the Pledge of Allegiance.

### **II. Roll Call, Determine Excused and Unexcused Absences, Establish Quorum**

**Commissioners Present:** Ernest Ayala, Connie Chang, Lily Chen, James Davis, Celia Esquivel, Shannon Glavaz, Erica Goode, Karen Josephson, Hank Lacayo, Richard Lundin, Sharon Monck, Jon Pynoos, Carlos Rodriguez, Hav Staggs, Donna Ueland, Leah Wyman, Benny Yee.

**Commissioners Excused:** Mike DeNunzio, Cheryl Phillips, Tom Rowe, Andy Scharlach

**Staff:** Sandra Fitzpatrick, Carol Sewell

**Guests:** Marvin Schachter, Susie Smith, Mary Ellen Kullman, Gretchen Alkema, Jolene Fassbinder, Laurence Rubenstein, Debra Rose, Phoebe Liebig, Bonita "Lynn" Beattie, Leah Lacayo, Ruth Brennings.

A quorum was present.

### **III. Introductions**

The Commissioners made brief introductory remarks. Former Commissioner Marvin Schachter was welcomed.

### **IV. Approve Agenda**

The December 6-7, 2007 agenda was reviewed.

M/S/C (Lacayo/Wyman)

**TO APPROVE THE DECEMBER 6-7, 2007 CCoA AGENDA.**

### **V. Approve Minutes from October 2007 Commission Meeting**

The minutes from the October 3-4, 2007 meeting were reviewed. Commissioner Staggs requested a correction to the Nominating Committee appointments, replacing the name of Commissioner Staggs with Commissioner Scharlach.

M/S/C (Lacayo/Yee)

**TO APPROVE THE FULL COMMISSION MEETING MINUTES FROM OCTOBER 3-4, 2007 AS CORRECTED.**

## **VI. Public Comments**

None.

## **VII. Executive Committee Report #1 (Commissioner Esquivel)**

Esquivel reported on the following Executive Committee recommendations:

### **A. Refer responsibility to develop an operational procedure related to CCoA participation and endorsement of public supported activities to the Operational Procedures/Bylaws Committee and expand Committee membership**

Responsibility for development of an operational procedure related to CCoA participation and endorsement of non-state activities was referred to the Operational Procedures/Bylaws Committee and the committee membership was expanded.

### **B. Nomination of Committee Chairs**

The Chair's nominations for Commissioner Lacayo to chair Advocacy and Policy Committee and Commissioner Staggs to chair Operational Procedures/Bylaws Committee were announced.

### **C. Budget Drills and Impact on CCoA**

Fitzpatrick reported on the CCoA's budget and fiscal concerns. Cost cutting measures were discussed.

### **D. Director's Performance Appraisal**

Commissioner Esquivel reported that she and Commissioner Davis would update the staff evaluation tool prior to finalizing the Executive Director's performance appraisal.

### **E. Other items discussed**

The Chair reported that due to limited time, the matter of Opinion/Editorial preparation was referred to a later Executive Committee meeting. The Committee recommended that staff draft a letter in support of CDA Director Lynn Daucher's appointment.

M/S/C (Ayala/Staggs)

**TO ACCEPT THE EXECUTIVE COMMITTEE REPORT.**

## **VIII. Fall Prevention Summit Overview**

Fitzpatrick provided an overview of the Fall Prevention Summit and outlined the purpose of Friday's joint meeting.

## **IX. Meeting Recessed**

Chair Esquivel recessed the meeting and Commissioners attended the Fall Prevention Summit lunch.

## **X. Call to Order**

Chair Esquivel reconvened the meeting at 1:42 p.m. following a lunch break.

## **XI. Unfinished Business**

None

## **XII. New Business**

### **A. California Elder Economic Security Initiative (EESI) Presentation:**

**Susie Smith, Director, Californians for Family Economic Self-Sufficiency, a program of the Insight Center for Community Economic Development**

Smith presented an overview of EESI and the Elder Economic Security Standard.

### **B. Nominating Committee Report**

Commissioner Lacayo reported on the work of the Nominating Committee.

### **C. Election of Officers**

Commissioner Lacayo presented the slate of nominees for officers.

No nominations offered from the floor.

M/S/C (Yee/Monck)

**TO APPROVE CELIA ESQUIVEL AS CHAIR.**

M/S/C (Ayala/Chen)

**TO APPROVE JIM DAVIS AS VICE CHAIR.**

M/S/C (Wyman/Lundin)

**TO APPROVE SHANNON GLAVAZ, KAREN JOSEPHSON AND DONNA UELAND AS MEMBERS OF EXECUTIVE COMMITTEE.**

M/S/C (Rodriguez/Lundin)

**TO CLOSE NOMINATIONS FOR ADVOCACY & POLICY COMMITTEE CHAIR.**

M/S/C (Ayala/Yee)

**TO CLOSE NOMINATIONS FOR OPERATIONAL PROCEDURES/BYLAWS COMMITTEE CHAIR.**

### **D. Recommend approval of the Second Process Report on the Strategic Plan for an Aging California Population (SB 910)**

Commissioner Josephson and Fitzpatrick reported on the completion of the Second Progress Report on the Strategic Plan for an Aging California Population (SB 910) and noted the Executive Summary was included in meeting packets. Commissioners requested that several additional recommendations be included in the report.

M/S/C ( Wyman/Josephson)

**TO APPROVE THE EXECUTIVE SUMMARY AND THE SECOND PROCESS REPORT ON THE STRATEGIC PLAN FOR AN AGING CALIFORNIA POPULATION (SB 910) WITH RECOMMENDED ADDITIONS.**

## **XIII. Advocacy & Policy Committee Report (Commissioner Lacayo)**

### **A. AB 927 - Update/Lessons learned**

Sewell reported on lessons learned from working on AB 927.

### **B. End-of-Year Legislative Update**

Commissioner Lacayo reported the committee had been briefed on final outcomes of 2007 legislation.

### **C. Public Hearing Focus Areas 2008**

Commissioner Lacayo reported on three priority topics selected by majority of the membership, including Elder/Dependent Abuse, Healthcare, and Community Care/Aging in Place. It was agreed that the third topic would be amended to Community Care/Affordable Housing/Aging in Place. The Commission recommended adopting the three topics as the focus of public hearings over the coming two-year period. The hearing plan was approved as recommended.

### **D. Legislative Proposal Review 2008**

Advocacy & Policy Committee recommended sponsoring a Legislative resolution on Cultural Competency.

### **E. Recommended Bill Sponsorships for 2008**

Commissioner Lacayo reported on a recommendation to sponsor Assembly Member Berg's transitional care bill (AB 364) and to refer a decision on additional 2008 legislative sponsorship opportunities to the Executive Committee.

M/S/C (Lacayo/Yee)

**TO APPROVE THE ADVOCACY & POLICY COMMITTEE REPORT.**

## **XIV. Executive Director's Report**

### **A. Recent activities**

Fitzpatrick reported on staff activities since the October meeting.

### **B. California Foundation on Aging Update**

Fitzpatrick reported that CFoA will probably meet to consider CCoA's concerns in January. A member of the CCoA's Executive Committee will attend.

### **C. Financial Statements through September 2007**

Fitzpatrick reported on CCoA's budget status through October 31.

### **D. Preview of February 2008 meeting**

Fitzpatrick reported on plans for the February 2008 meeting in San Diego with the State Independent Living Council. Concurrent meetings will include a joint public hearing on State Independent Living Plan and possibly a reception.

CCoA's April meeting will be in conjunction with the Coordinated Leadership Conference.

## **XV. Commissioner Reports**

The Commissioners reported on their local activities.

## **XVI. Meeting Recessed**

The meeting was adjourned at 3:25 p.m.

**FRIDAY, DECEMBER 7, 2007**

**XVII. Call To Order**

Chair Esquivel reconvened the meeting at 9:10 a.m.

**XVIII. Executive Committee Report #2**

**A. Proposed Committee Structure 2008**

Commissioner Davis presented a revised CCoA Committee structure for 2008 as approved by the Executive Committee.

**B. Direct Operational Procedures/Bylaws Committee to prepare revised Standing Rules**

Commissioner Esquivel reported that the committee directed the Operating Procedures/Bylaws Committee to revise the Standing Rules to reflect the new committee structure.

**C. Meeting Schedule**

The 2008 CCoA meeting schedule was reviewed.

**D. Commissioner Josephson's Request – Certificate of Recognition for St. Barnabas Senior Center of Los Angeles on the occasion of their 100<sup>th</sup> birthday**

Commissioner Esquivel presented the request on behalf of Commissioner Josephson for a certificate recognizing St. Barnabas Senior Center. The Executive Committee approved preparation of a certificate.

M/S/C (Lacayo/Josephson)

**TO APPROVE THE REPORT FROM THE SECOND EXECUTIVE COMMITTEE MEETING.**

**XIX. Commissioner Reports**

No further reports from Commissioners were offered.

**XX. Next Meeting: February 20-21, 2008**

Fitzpatrick announced that the February meeting would be held in San Diego. The meeting will be held concurrently with a meeting of the State Independent Living Council.

**XXI. Adjourn**

Chair Esquivel adjourned the meeting at 9:20 a.m.